



U.S. Chemical Safety and Hazard Investigation Board

OFFICE OF GENERAL COUNSEL

Memorandum

To: Board Members

From: Steven Messer
Acting General Counsel

Cc: Leadership Team

Subject: Board Action Report – Notation Item 2025-64 | Budgeting and Contracting

Date: July 21, 2025

On July 18, 2025, the Board approved Notation Item 2025-64, thereby 1) allocation and award of an additional \$246,970 in available FY 2025 funds for the CSB's contract with Abbott Media Productions, 2) exercise of the first option year on the CSB's contract with Alden Law Group and allocation of \$80,000 in available FY 2025 funds for the first option year of contract, and 3) award of a new FOIA legal services contract and allocation of \$145,000 in available FY 2025 funds for the contract. All three actions are subject to the condition that the Chairperson shall have the authority to not expend some or all of this amount if it is hereafter determined for any reason that FY 2025 funds are not available to fund this contract at this amount.

Voting Summary – Notation Item 2025-64

Disposition: APPROVED

Disposition date: July 18, 2025

	Approve	Disapprove	Calendar	Not Participating	Date
S. Johnson	X				7/18/2025
S. Owens	X				7/18/2025
C. Sandoval	X				7/18/2025